

WEST BRANCH PUBLIC LIBRARY
Board of Trustees Meeting Minutes
<https://us02web.zoom.us/j/84510234590>

September 9, 2026

Meeting commenced at: 6:32 PM

Roll Call

Present:

- Jessie Schafer (Director)
- Chris Humrichouse (Vice President)
- Erin Monaghan (President)
- Annika Pettitt (Secretary)
- Rachel Richards (Trustee)
- Holly Wasion (Trustee)
- Terri O'Leary (Trustee)

Absent:

- Faye Goodspeed (Trustee)

Visitors:

- N/A

Agenda Approval:

On a motion by Trustee Pettitt and seconded by Trustee Richards, the agenda for the meeting was unanimously approved.

Meeting Minutes:

On a motion by Trustee Humrichouse and seconded by Trustee Richards, the August 12, 2026 meeting minutes were unanimously approved.

Open Forum:

Chris reported that when she tried to water the plants recently, there was only a trickle of water coming out of the spigot by the air conditioner. She'll reinspect it, and will let Jessie know if she needs to report it to Public Works.

Financial condition report and approval of expenditures:

On a motion by Trustee Richards and seconded by Trustee Pettitt, the financial condition report was unanimously approved.

Director's Report:

See meeting packet for additional notes

Discuss/Approve appointing Kathryn Burkle to the Library Board of Trustees

Moved by Trustee Pettitt and seconded by Trustee Richards the motion to appoint Kathryn (Kathy) Burkle to the Library Board of Trustees was unanimously approved.

Discuss/Approve opening the library on Saturday, October 10 from noon-4 for book sale

Moved by Trustee Richards and seconded by Trustee Pettitt the motion to open the library on Saturday, October 10th was unanimously approved.

Discuss/Approve Review of Telephone Policy

Moved by Trustee Humrichouse and seconded by Trustee Pettitt the motion approve the Telephone Policy was unanimously approved.

Discuss/Approve Review of Library Use by Sex Offenders Against Minors Policy

Moved by Trustee Pettitt and seconded by Trustee Humrichouse the motion to approve the Library Use by Sex Offenders Against Minors Policy was unanimously approved.

West Branch Employee Handbook Review

Training: Discuss Chapter 1 of Library Trustee's Handbook

The meeting was adjourned at 7:15pm

Next meeting

October 14 @ 6:30pm